

“Commission Chat”

With Kevin Berry

“Let’s Talk Hearings”

“Guest” William Macauley, Supervisory Administrative Judge, New York District Office

The presentation is formatted as a casual conversation. This format offers an alternative to the traditional lecture or panel presentation style, styles that will dominate the conference. In this respect, information can be absorbed by the audience more effectively because of the different conversational approach to the presentation.

Kevin Berry will interview Supervisory Administrative Judge William Macauley on various stages of the hearings process. The interview is intended to address personally how one EEOC District’s AJs manage discovery, answer motions and conduct hearings consistent with EEOC policy. The show is a “get-inside-the-head” of an Administrative Judge. The format of the “show” will be an hour of one on one interview and then a half hour “after-show” where audience members will be able to ask questions of the “guest”. There will be no handouts or power-point presentations but rather the show will be recorded and copies mailed to audience members.

Requirements: On a platform or a stage, two chairs with a small table placed between the chairs, a backdrop behind the “set”, microphones for host, guest and post show audience questions, speakers, lighting which will illuminate the host and guest while leaving the audience in a semi dark room, a screen, projector, computer and recording equipment and a person to run the recording equipment.

Topics to be covered:

1. Discovery “Should you even do it?”
2. Damages
3. Orders and Deadlines
4. Motions that Work
5. Summary Judgment
6. Witness selection
7. Leading Witnesses on Direct
8. Voir Dire
9. Do you really want a Hearing?
10. Know Your Judge
11. Little Things that Can Expedite a Hearing